Postgraduate Response to Show Cause
Unsatisfactory Academic Progress

COVER SHEET

- Postgraduate students who have been issued a Show Cause Notification letter must follow the instructions below and lodge all documents with the relevant College Office by the deadline communicated in your Show Cause Notification letter.
- To be considered to continue at The Australian National University, you must make a case by submitting a separate statement.
- In that statement, you will need to identify the reasons for your poor performance, as well as provide evidence of your efforts to overcome your poor performance and of your capacity to succeed if you are permitted to continue; ie what will change if you are permitted to continue.
- You should attach additional information or documents to support your application, if relevant.
- Your statement will need to address the points above and you must attach your statement to this COVER SHEET.
- Students who reside in University Halls of Residence or University Colleges and who wish to continue their residence on campus should obtain a reference/supporting statement from the residence/college and submit it with their Show Cause application.

Family Name: ___________________________ University ID: ____________
Given Names: ___________________________ Date of Show Cause Notification: ___________________________
Phone (day): ___________________________ Phone (evening): ___________________________

Are you an international student?
Yes [ ] No [ ]

Have you already submitted an application to transfer programs?
Yes [ ] No [ ]
If Yes, specify the details:
Program Name: ___________________________ Code: ___________________________

If Yes, when was the application submitted to Student Administration?
Date: ___________________________ (D M Y)

Do you currently reside in a University Hall of Residence or in a University College?
Yes [ ] No [ ]
If Yes, please provide details:
______________________________

Student Declaration: I certify that the information supplied by me in my attached statement is complete and correct. I give consent to confirmation by the University that the evidence I have provided is accurate.
Student’s Signature: ___________________________ Date: ___________________________

Office Use Only

Is the Student’s Academic Record attached?
Yes [ ] No [ ]

Date Show Cause Form Received: ___________________________

Decision: ___________________________

Date of Decision: ___________________________

Date DR&SS advised of decision: ___________________________

Date SRIE Compliance Officer notified (if applicable): ___________________________

Date Hall/College notified (if applicable): ___________________________